

**WATERVILLE CITY COUNCIL
REGULAR MEETING
January 2, 2024, 6:00 p.m.**

There was a meeting of the Waterville City Council held in the Council Chambers at 6:00 p.m. on January 2, 2024.

Present: Mayor William Conlin, Council Members Tim Smith, Dave Wollin, Jennifer Grobe and Roy McIntyre

Absent: None

Also Present: Administrator/Clerk Hill, City Attorney Jason Moran (Via electronic communications)

Also Absent: City Engineer Jason Femrite

Call to Order / Roll Call/Pledge of Allegiance

Mayor Conlin called the meeting order at 6:00 p.m. with all members present. Also, present Teresa Hill and Jason Moran and Jason Femrite. Pledge of allegiance was recited.

Approval of Agenda/Additional Items to Agenda.

Motion by Wollin, Seconded by Smith to approve the agenda. Motion Carried 5-0.

Consent Agenda

A. Approval of Minutes- December 5, 2023 and December 13, 2023. B. Approval of Disbursements: Electronic Fund Transfers (35595E-35623E) \$64,284.12, Payroll Check Numbers (2023461-2023538) \$94, 248.65, Computer Generated Checks and Overtime (38217-38278) \$132,520.65, Total Disbursements \$ 291,053.42. C. Impress Cash Fund-\$66.00. D. Resolution 2024R-001 Accepting Donations. E. Depositories of City Funds: Frandsen Bank– Waterville Branch; Elysian Bank; AIM; 4M Fund; Northland Securities/Northland Trust Services; Robert W. Baird & Co.; US Bank. F. Official Newspaper – Life Enterprise. G. City Engineer-Bolton & Menk/Jason Femrite. H. Financial Auditors- Abdo Solutions. I. City Attorney-Jason Moran. J. Employment and Labor Legal Services-Kennedy & Graven. K. Department and Commission Yearly Reports: Planning and Zoning Commission Report, Economic Development Authority Report, Fire Department Report. L. Resignations- James and Sandy Hennan. M. Special Meeting/Work Session January 8, 2024 at 6:00 p.m. (Hwy 13). N. Fee Schedule. O. Non-Contracted Wage Increases. P. Rehire For Emergency Management Team Member Doug Spicer. **Motion by McIntyre, Seconded by Grobe to approve the Consent Agenda. Motion carried 5-0.**

Citizen Time.

Commissioner Preisler. Commissioner Preisler reported that the final county levy came in at 4.9%. There are no new building projects for 2024. The County will be finishing up on the remodel projects and parking lot improvements. The County approved a sewer District Maintenance Contract, Board Operating Procedures, County Financial Policies, Capital Improvement Plan and Drainage Manual. Holly Bushman applied for and was awarded a FEMA grant for the monitoring request. This will help open doors for other grant money. The Bonding request will be heard by the Senate later this month. Discussion was held on the office location change for Environmental services and use of the old facility. Council member Wollin thanked Commissioner Preisler for coming to the meetings.

Brenda Langerud presented on behalf of the Waterville Chamber of Commerce. The Waterville Chamber of Commerce and Waterville Arts and Rec. Committee was awarded a \$7,200 grant from the Southern Minnesota Initiative Fund. The grant will be used to hire a video photographer company to create a promotional video of Waterville, to replace the center of the metal framework sign near Phil-Mart, to replace the letters used on the "Welcome to Waterville" sign and perhaps order 2 sandwich style sign boards to promote summer activities. The grant does require a \$2,250 match from the Chamber. The Arts and Rec. Committee has applied for a \$9,000 grant from Prairie Lakes Art Council to fund 4 murals on downtown businesses, 2 cultural dance group performances during Bullhead Days and an ice carver for a sculpture during Holiday Magic on Main. No matching funds are required for this grant. The results will be available at the end of January. The Arts and Rec. Committee also wrote a grant on behalf of the WEM School District to the MN State Art Board to fund 2 part-time artists in residence in the school and for a mural depicting one of Adolph Dehn's painting "Summer in Minnesota" on the elementary wing. The full \$22,000 requested was funded. No matching funds are required, and no royalty fees are being charged by the Dehn Foundation. Mrs. Langerud was also selected as a grant reviewer for the Mn State Art Board.

New Business

Police Commission Vacancy Appointment (Term Expires 3/7/2024). Council Member Grobe advised the Council that residents were asking why we were not able to disband the commission with the mechanisms that are in place. She inquired of Council member McIntyre as being a former member of the Police Civil Service Commission if he thought the city has the mechanisms in place to deal with it. McIntyre agreed that they are in place. **Motion by Grobe, Seconded by McIntyre to eliminate the Police Civil Service Commission. A Roll call vote was requested. Voting for: Grobe, McIntyre and Conlin. Voting against: Wollin and Smith. Motion required a unanimous vote. Motion failed 3-2. Motion by Grobe, Seconded by McIntyre to appoint Melissa Jaspersen to the Police Civil Service Commission. Motion carried 5-0.**

Park Board Vacancy. Motion by Smith, Seconded by Wollin to declare 2 vacancies on the Park board and put out for application for review at the next regular meeting. Motion carried 5-0.

Disposal of City Trucks. Request was submitted to dispose/junk out the Street department Ford Explorer. **Motion by McIntyre, Seconded by Smith to dispose of the city truck. Motion carried 5-0.**

Council Meeting Start Times for 2024. Motin by Smith, Seconded by Wollin to start the regular council meetings for 2024 at 6:00 p.m. Motion carried 5-0

March Meeting Date Change Due to Presidential Primary. Motion by Smith, Seconded by Wollin to change the March meeting from March 6th to March 12th at 6:00 p.m. Motion carried 5-0.

Commission and Board Appointments. Discussion was held on the council member 2024 appointments and members wishing to retain their duties for 2024.**Motion by Smith, Seconded by Wollin to approve the Council Member appointments. Motion carried 5-0.** Discussion was held on the 2 expiring terms on the planning and zoning commission. **Motion by Wollin, Seconded by Smith to post the 2 planning and Zoning spots. Motion carried 5-0.**

Pay Equity Report Approval. The City of Waterville Pay Equity Report was presented and reviewed by the Council. **Motion by Wollin, Seconded by McIntyre to approve the pay equity report. Motion carried 5-0.**

Reports

Attorney Report. Attorney Moran reported that 2023 was a busy legislative session and 2024 looks to be equally busy. Administrator Hill and Attorney Moran will be working on wrapping up some outstanding tasks in January.

Engineer's Report. City Engineer Jason Femrite informed the council that he will be updating the Council on the Cannon River Watershed Study as time goes along. The project is slated to be completed in 2025. The city is in a good position with its streets. A pavement plan was adopted in 2017 and should be revisited. He urged the council to continue to put funding in for street maintenance.

Council Discussion

Administrator Hill relayed fire call information to the council on behalf of Chief Meskan. The fire department had 228 calls for the year. The most ever in almost 35 years. They have had 2 calls already in 2024. Waterville runs the most calls out of any Fire Department in the County. The next closest is about 150 calls per year. Council member Grobe inquired how the cost for the calls are covered. Administrator Hill informed the Council that there is no charge for rescue calls but we charge \$750 for a fire calls. The City also receives funds through the township fire agreement.

Council Member Smith commented that it was a good year for the Council and Thanked Mayor Conlin for stepping in.

Adjourn

Motion by McIntyre, Seconded by Wollin to adjourn. Motion carried 5-0. Meeting adjourned at 6:40 p.m.

William Conlin, Mayor

Teresa Hill, Administrator-Clerk